**FLOWCHART – ALLOCATION OF PARENTAL RESPONSIBILITIES (CUSTODY)**

Statutory **182 days before filing** for Home State Jurisdiction

[www.courts.state.co.us](http://www.courts.state.co.us) – **JDF Forms**

Domestic Relations Case Information Sheet – JDF 1000

Petition for Allocation of Parental Responsibilities – JDF 1413

[www.gofourth.org](http://www.gofourth.org) - **FCF Forms**

Service of Summons is Completed by – **JDF 1414**

1. Co-Petitioner Filing (**BOTH** parties sign)
2. Summons and Waiver/Acceptance of Service – **JDF 1414(a)**
3. Summons and Return of Service -  **JDF 1414(b)**
4. Instruction for Service by Publication – **JDF 1301 & 1302**

**Statutory 21 days in state (or 35 days out of state) RESPONSE period begins once Service of Summons is properly completed.**

**Mandatory Initial Status Conference for BOTH Parties with Family Court Facilitators**

**OPTIONAL:**

**After** the opposing party has been properly served either party may request a hearing for **Temporary Orders** by filing the following forms:

1. Motion for Temporary Orders - **JDF 1106**
2. Notice to Set for Pro Se Temporary Orders Hearing – **FCF 1010**

**Prior to any Temporary Order Hearing being held, the parties must individually file the following forms 7 days prior to the hearing date:**

1. Certificate of Compliance – **JDF 1104**
2. Sworn Financial Statement – **JDF 1111**
3. Witness and exhibit lists (See form JDF 1129)

**Read** – Case Management Order – **FCF 400**

Forms to be submitted **after** Service of Summons is completed:

1. Both Parties must attend a Parenting Seminar
2. Certificate of Compliance Mandatory Disclosures – **JDF 1104** (one from each party)
3. Petitioner Sworn Financial Statement – **JDF 1111**
4. Respondent/Co-Petitioner Sworn Financial Statement - **JDF 1111**
5. Child Support Worksheet –**Family Law Software**
6. Parenting Plan – **JDF 1113** (Signed by both parties if in full agreement or one from each party if no agreement)

File the Forms listed below **PRIOR** to your **Final/Permanent Orders Hearing.**

1. Order for Allocation of Parental Responsibilities – **JDF 1422** (Top box and party/child information only)
2. Support Order – **JDF 1117** (Top box and party/child information only)

**UNCONTESTED** – Parties Agree

1. Notice to Set Uncontested Hearing - **FCF 1015**

**CONTESTED** – Parties do **NOT** Agree

1. Complete Mediation (if a private mediator is used file a mediation certificate) – **JDF 1337**
2. Pretrial Statement – **JDF 1129**
3. Notice to Set – Instructions -  **JDF 1122**

Notice to Set – **JDF 1123 and JDF 1124**

Pursuant to C.R.S. 13-22-313 mediation or other ADR process is mandatory for all domestic cases that have contested issues unless the Court waives that requirement based on a determination that the case is not appropriate for mediation or other ADR because of domestic violence or other case-specific reasons. C.R.S. 14-10-124 (1.3)(a); C.R.S. 14-10-123.4 (a)-(c) see forms JDF 1307/1308. Parties may choose a qualified private mediator from the community if they can agree on the mediator. Otherwise they will schedule with the 4th Judicial District Office of Dispute Resolution online by going to [www.gofourth.org](http://www.gofourth.org) or in person at Room S-023.